

CALFRESH REQUEST FOR POLICY INTERPRETATION**PI# 18-28**

INSTRUCTIONS: Complete items 1 - 10 on the form. Use a separate form for each policy interpretation request. If additional space is needed, please use the second page. Retain a copy for your records and submit via email to CalFresh-PI@dss.ca.gov.

Please note: the policy interpretation provided is based on the unique set of facts presented and should not be assumed to apply in all scenarios.

1. RESPONSE NEEDED DUE TO: <input checked="" type="checkbox"/> Policy/Regulation Interpretation <input checked="" type="checkbox"/> QC <input type="checkbox"/> Other:		5. DATE OF REQUEST: 03/12/2018	NEED RESPONSE BY:
2. REQUESTOR NAME:		6. COUNTY/ORGANIZATION: Contra Costa County	
3. PHONE NO.: EMAIL:		7. SUBJECT: Conversion Factors	
4. REGULATION CITE(S):		8. REFERENCES: <i>(Include ACL/ACIN, court cases, etc. in references)</i> NOTE: All requests must have a regulation cite(s) and/or a reference(s). MPP 63-509(a)(5), 7 CFR 273.10.(a)(4), 7 CFR 273.(c)(2) ACL 12-25	

9. QUESTION: (INCLUDE SCENARIO IF NEEDED FOR CLARITY):

For an applicant, who has started a new job (in the month of application) and received 1 check in the month of application, do we budget the check for the application month and apply the multiplier for the rest of the SAR period?
 For example: Customer applies on 02/20/18. The worker conducts the intake interview on 02/28/18. Customer states she started a new job on 02/18/18 working 40 hours per week and is paid weekly. She states she received her 1st check on 02/23 for \$600 (for 40 hrs worked). Should we:

- A. Budget \$600 for 02/18 and \$2598 (\$600x4.33) for the rest of the SAR period? OR
- B. Budget \$600 for 02/18 and \$2400 (\$600+\$600+\$600+\$600) for the rest of the SAR period?

10. REQUESTOR'S PROPOSED ANSWER:

My answer is B because only received one check in 2/2018.

Based on my understanding, only using conversion factors when:

- Income is received on a weekly or bi-weekly basis, AND
- Payments are expected to be received for each week or for every other week for the entire upcoming SAR Payment Period.

The conversion figures may only be used if income is received weekly or bi-weekly throughout the upcoming payment period. (§63-509(a)(5))

11. STATE POLICY RESPONSE (CFPB USE ONLY):

Based on the information provided, for an applicant, who started a new job in the month of application and received 1 check in the month of application, the CWD must budget the check for the application month and apply the multiplier (4.33) for the rest of the SAR period. Per 7 CFR 273.(c)(2), it states that income anticipated during the certification period shall be counted as income only in the month it is expected to be received. Whenever a full month's income is anticipated but is received on a weekly basis, the CWD shall convert the income to a monthly amount by multiplying weekly amounts by 4.33. Per 7 CFR 273.10.(a)(4) states that as a result of anticipating changes, the household's allotment for the month of application may differ from its allotment in subsequent months.

FOR CDSS USE

DATE RECEIVED:
March 14, 2018

DATE RESPONDED TO COUNTY/ALJ:
March 19, 2018 RA